Administrative Regulations for Participation of Non-Enrolled Colchester Residents in Colchester Public Schools Clubs/Activities

Colchester Public Schools (CPS) will permit non-enrolled Colchester residents of school age (from here forward referred to as "individual(s)") who are attending another accredited public/private (6-12) school in Connecticut to participate in William J. Johnston or Bacon Academy clubs and co-curricular activities if those clubs are not offered by the individual's school. By June 1 of each year, schools will post a list of clubs/activities that may be offered in the upcoming school year.

Application Process

Prior to being considered for participation, an individual shall complete an Application Packet and submit it to the school by June 30 of the preceding school year. Schools will make Application Packets available in school and on the school's website. Submission of an application does not guarantee an individual's eligibility to participate.

Eligibility Criteria

All Advisors shall review applications of individuals submitted prior to August 30 of the previous school year. Advisors shall permit individuals to participate when:

- There are available positions on the club/activity that have not been filled by CPS students
  OR
- There are available positions in the club/activity that have not been filled by CPS students and the individual meets the performance standards set by the Advisor for the position (i.e., auditions, try-outs, etc.).

Expectations for Participation

The following are the minimum participation expectations for individuals who are determined eligible for participation.

- On a monthly basis, or upon request, the individual will provide to the Advisor a record of the individual's school attendance, discipline, and grades.
- The individual will abide by all District Policies and Regulations. Any violation of club/activity rules, District policy, school rules, or misconduct at the individual's enrolled school, and/or violations of the law, may result in immediate dismissal from the program without a right to appeal.
- Transportation is the sole responsibility of the individual/individual's family
- Individuals may be charged an annual fee at the Board established rate for each club/activity in which the individual participates.

APPLICATION PACKET FOR NON-ENROLLED STUDENT PARTICIPATION IN COLCHESTER PUBLIC SCHOOLS CLUBS/ACTIVITIES

Applicant Information
The following information shall be completed by the interested student.

First Name

Last Name

Home Address

Phone Number

Email

Identify the Colchester Public Schools club/activity in which you seek participation.

Residency Information
Please attach a copy of:
For Homeowners:
Deed to home, current mortgage bill, or homeowner's property tax statement
For Renters:
Signed active lease or rental agreement that is also signed by your landlord with landlord's contact number

Please attach copies of two proofs of residency documents dated within 30 days in the same name and to the same address:
Current utility bill (water, light, gas or cable)
Home telephone bill

Release of Records and Medical Information
- *Attach a completed Release for Communication allowing Colchester to share information with your school*
- *Attach your record of immunizations*
- *Attach a Colchester Public Schools Medical Information form*

Approvals
The following shall be completed by the school principal.
☐ I attest that the above club/activity is not currently offered at (name of school).

- ☐ I attest that the above student is enrolled in (name of school) and is in good academic and behavior standing.

Name and Signature of Principal

Contact information of Principal

The following shall be completed by the student's parent/guardian. The parent/guardian shall initial all lines below on behalf of the prospective student.

I, (parent/guardian),

___ Provide permission for my student (Name of student) to participate in (Name of Club/Activity) during the (Year/Year) school year.

___ Understand that this application submitted on behalf of my student does not guarantee my student's eligibility to participate in the desired club/activity.

___ Have read and understand the Policy and Regulation related to participation of non-enrolled Colchester residents in clubs/activities.

___ Understand that my student's transportation to and from all club/activity events is exclusively the responsibility of our family.

Name and Signature of Parent/Guardian

Date signed